CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891

715-373-6160
715-373-6161
FAX 715-373-6148

NOTICE OF PLAN COMMISSION MEETING

DATE: Thursday, April 18, 2019
TIME: 5:30 P.M
PLACE: Washburn City Hall

AGENDA:

- Call to Order
- Roll Call
- Approval of Minutes – March 21, 2019
- Public Hearing
  - Discussion and Recommendation on Conditional Use Application- Request for Manufacturing Use in a Commercial Area, C2 Zoning District – Operate a sewing business in accordance with the regulations of 8 - 476 out of the property located at 324 West Bayfield Street Amy Trimbo, Petitioner
- Discussion & Action on Site Plan for Work/Live Dwelling Unit at 324 West Bayfield Street, C2 Zoning District-Amy Trimbo
- Discussion & Recommendation on Request to Vacate all Alleys in Blocks 18 and 23 of the DuPont Park Addition to the City of Washburn, James Bratley and Debra Barnhardt-Petitioners
- Discussion on Green Houses as Accessory Structure for Non-Residential Property in the Commercial Districts
- Adjourn

March 21, 2019
5:30pm Washburn City Hall

CITY OF WASHBURN PLAN COMMISSION MEETING

COMMISSION MEMBERS: Dave Anderson, Richard Avol, John Baregi, John Gray, Leo Ketchum-Fish, Jeremy Oswald.

ABSENT: Adeline Swiston

MUNICIPAL PERSONNEL: Scott Kluver-City Administrator, Tammy DeMars-City Treasurer/Deputy Clerk, Robert Anderson-DPW/Deputy Zoning Administrator

Meeting called to order at 5:30PM by Avol attendance as recorded above.

Approval of Minutes – February 21, 2019 – Moved by Gray to approve minutes of February 21, 2019 as presented, second by Baregi.

Discussion and Action on Changes to the Façade Loan Policy – Kluver made the proposed changes that were discussed at the last meeting to allow for two draws on loans $10,000.00 or less and three draws on loans above $10,000.00. Motion by Ketchum-Fish to approve the Façade Loan Policy with the changes as drafted and discussed at last month meeting, second by Baregi. Motion carried unanimously.

Discussion on Potential Change to Allow Greenhouse in the Commercial Districts - Current zoning code does not allow commercial business to operate greenhouses, yet it does allow residential properties in the commercial district to have them. This may have been an error from the original intent of the code, but it's up to the Plan Commission if they would like to recommend a change in the ordinance to allow business to have greenhouses. Commission agreed this should be discussed further and would like to see some examples in other communities. Until this is done that part of the code will not be enforced.

Discussion on Staff Involved with Zoning Matters – Kluver explained Bob Anderson and Tammy DeMars are now Deputy Zoning Administrators. Anderson will be handling more of the details Kluver has been doing such as the Conditional Use Permits, Site Plans, Architectural Review, those things that require more detail. DeMars will continue doing the Zoning Permits as she has been doing since the former Public Works Director left in September.

Adjourn - Moved by D. Anderson to adjourn @ 5:54pm, second by Gray. Motion carried unanimously.

Respectfully Submitted,
Tammy L. DeMars
Treasurer/Deputy Clerk

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To: Honorable Mayor and Plan Commission Members

From: Bob Anderson, Deputy Zoning Administrator

Re: Amy Trembo Conditional Use Permit Application

Date: April 3, 2019

Ms. Amy Trembo has submitted an application for a Conditional Use Permit to operate a manufacturing business at 324 W Bayfield Street which is located directly east and adjacent to Patsy's Bar & Grill, previously the location of New Horizon's North. This property is located in a C-3, Downtown Commercial Zoning District. The proposed clothing manufacturing activity must be permitted through a Conditional Use Permit. The application also states the intent to have general retail and mixed use dwelling/work unit which require zoning permits.

The proposed manufacturing business will primarily be sewing to make curtains, clothing alterations and repairs, make custom clothing, bags, and more and to provide a retail outlet for these products.

The applicant has submitted an application for a conditional use permit, a Site Plan, and a Plan of Operations which addresses Employees, Hours of Operation, Pollution, Noise, Parking, the building Façade, and Safety.

I have no objections to this application and have included the applicable sections of the Zoning Code below for your reference.

General Manufacturing, as defined in Section 3.15.06 is an allowable activity per Section 8.15.06 and per 8-476. This requires a Conditional Use Permit accompanied by an architectural review, site plan, plan of operations, and a zoning permit as applicable. No building construction activities are proposed that would require an architectural review.

8-476 Manufacturing

(a) Restriction on location of manufacturing processes. All manufacturing processes shall be conducted entirely within the confines of a building.

(b) Location of outdoor activity areas. Outdoor activity areas shall be located at least 100 feet from a property in a residential zoning district or a planned development district that allows residential uses.

General Retail, as defined in Section 3.8.02, is an allowable activity per Section 8.8.02 and per 8-322. This requires an architectural review, site plan, plan of operations, and zoning permit as applicable. No building construction activities are proposed that would require an architectural review.

8-322 General Retail Sales

Aside from generally applicable standards, no special standards apply to general retail sales.

Mixed Dwelling/Work, as defined by 3.17.33 is an allowable activity per Section 8.17.33 and per 8-553. This requires a Zoning Permit with a Site Plan.

8-553 Work/Live Dwelling Unit

(a) Number. No more than one work/live dwelling unit shall be located on the subject property.

(b) Occupancy. A work/live dwelling unit shall be occupied and used only by the operator of the business, or a household of which at least one member shall be the business operator. If the business operator ceases to occupy the work/live dwelling unit for more than 12 months, the floor area of the work/live dwelling unit shall be converted to business purposes. If both the business area and the work/live dwelling unit are unoccupied, the work/live dwelling unit may remain during the vacancy.

(c) Sale or rental of portions of unit. No portion of a building with a work/live dwelling unit may be rented, leased, sold, or otherwise conveyed to any person not living in the work/live dwelling unit.

(d) Prohibited uses. A work/live dwelling unit shall not be established or used in conjunction with any of the following activities even if otherwise permitted in the zoning district:

(4) adult-oriented establishment;
(5) motor vehicle or heavy equipment maintenance or repair;
(6) any use that stores or uses flammable, combustible, or hazardous materials beyond that normally associated with a residential use; and
(7) any use, as determined by the reviewing authority, that is likely to not be compatible with residential activities because of the type of materials or processes used in the business operation or the presence of dust, glare, heat, noise, gasses or other emissions, odor, smoke, vibration, or any other similar or related condition created by the business operation.

(e) Floor area. The floor area of a work/live dwelling unit shall not exceed 30 percent of the floor area of the entire building in which the unit is located, or 1,200 square feet, whichever is less. The remaining floor area shall be reserved and regularly used for business purposes. (29% from Site Plan).

(f) Exterior door. There shall be an exterior entrance door to the work/live dwelling unit that is clearly separated from the entrance to the business.

(g) Restriction on future land division changes to lot lines. The subject property shall not be subdivided or otherwise divided by any means so long as the live/work dwelling unit is being occupied for

residential purposes. Further, the location of the lot lines shall not be altered by any means without the written approval of the Common Council upon a recommendation of the Plan Commission.

(h) Imposition of conditions. The reviewing authority may establish conditions of approval that in the opinion of the reviewing authority, are needed to ensure the work/live dwelling unit is compatible with the business on the subject property and the commercial or industrial use of other properties in the vicinity.

(i) Deed restriction. Prior to the establishment of a work/live dwelling unit, the property owner shall file a deed restriction in the Bayfield County register of deeds office, acceptable to the zoning administrator, that includes one or more of the use or operational requirements contained in this section and other provisions deemed appropriate by the zoning administrator or other reviewing authority.

(j) Required findings. As part of the review process, the reviewing authority shall only approve a work/live dwelling unit after making a positive finding for all of the following requirements:

> *(1) The building containing the work/live dwelling unit contains a bona fide business that is otherwise permitted in the zoning district in which it is located.*
> *(2) The establishment of the work/live unit dwelling unit will not conflict with or inhibit permitted business uses in the area.*

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CITY OF WASHBURN
NOTICE OF PUBLIC HEARING

A Public Hearing will be held by the Plan Commission on, Thursday, April 18, 2019, at 5:30 P.M. at City Hall, 119 Washington Avenue, for public comment on the following issue:

Conditional Use Permit Application:

Request for Manufacturing Use in a Commercial Area – Operate a sewing business in accordance with the regulations of 8 - 476 out of the property located at 324 West Bayfield Street. Amy Trimbo, Petitioner

The property is zoned C-3, Downtown Commercial. Residents unable to attend the public hearing may provide written comment to the Zoning Administrator prior to the hearing.

Bob Anderson
Deputy Zoning Administrator

publ.: Class 2 – April 3 and 10, 2019
Daily Press Box Ad

CITY OF WASHBURN
119 Washington Avenue
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Washburn, WI 54891

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APPLICATION FOR CONDITIONAL USE PERMIT

(Zoning Code 13-7-51 through 62)

Name: Amy Trimbo **Initial Application** X **Amendment/Renewal** ___

Physical and Mailing Address of Applicant: 217 E. 4th St, Washburn WI 54891

Telephone Number: (715) 209-4057 **E-mail:** amytrimboe gmail.com

Address/Description of Permit Property: 324 W Bayfield St, Washburn WI 54891

Requested Conditional Use: Light Manufacturing **Zoning District:** C-3

Applicant shall submit a letter detailing the desired use, along with a scaled site plan of the property if new construction is involved.

It is the responsibility of the applicant to provide the name and address (both physical and mailing) of property owners within a 150 foot radius the permit property. Please use attachments for longer lists.

1. see attached

2.

3.

4.

5.

The City of Washburn is an equal opportunity provider, employer, and lender.

APPLICATION FOR CONDITIONAL USE PERMIT --- Page 2

I have read municipal code 13-7-52 through 62 as presented to me upon application and understand the process related to the issuance of a Conditional Use Permit. I also understand that I may be required to submit supplemental information as may be required elsewhere in the zoning code for my particular request.

Application Signature: Amy Fiala **Date:** 3-27-2019

Filing Fee: ***A $150 filing fee is due at the time of submitting the application. A receipt of the fee payment shall be attached to this application form and shall serve as the application submission date.***

OFFICE USE ONLY

Date of Review Completed by Zoning Administrator: _____

Date of Public Hearing: _____

Dates of Publication/Mailing: _____

Recommendation of Plan Commission: _____

Approval by Council: _____

Plan of Operations- AdventureUs
Amy Trimbo
Property: 324 W Bayfield Street, Washburn (Tax ID 33122)

Thank you for taking the time to read my application for a manufacturing conditional use permit. I am excited for the opportunity to provide a positive, respectful small business in downtown Washburn.
I intend to use 324 W Bayfield Street to run my family adventure gear and custom sewing and repairs company, AdventureUs. I sew curtains, replace zippers, clothes alterations, custom clothing, repairs, bags, and more. I have a unique product called Snow Sleeves that help keep kids gloves on and snow out that I intend to launch Fall 2019. There is market potential to sell in bulk to regional schools, daycares, kid adventure organizations, and trade shows. While production is currently solely by me, I plan on hiring five employees within five years.
My intention is create a sustainable business, retail destination and new job market within Washburn.

Building
324 W Bayfield Street (Tax ID 33122) is located on the west side of the street, neighboring Patsy's. It has an upper level with two apartment units that are currently rented out: Unit A 620 sq ft, Unit B 830 sq ft. The main floor is 2650 square feet and previously housed New Horizon's North. The property is on 3 lots. The main floor is intended to be a working/living dwelling with the living space being no more than 1,200 sq ft, as per zoning code. The storefront will remain a retail style environment with an apparel and gear manufacturing space. Regional examples include Duluth's Frost River pack manufacturer. Once established, AdventureUs should have a mutually beneficial relationship with Karlyn's Gallery for retail shopping and the surrounding restaurants.
This property if perfect for my start-up because of its visibility, ease of access, and well maintained structure. The current mixed use residential and commercial space provides multiple revenue streams to aid in offsetting startup costs. I am very determined and enthusiastic to make this business grow and also understand the very real challenges that it will require. I will do everything I can to build a business that will be viable for myself and for my community.

Hours of Operation
AdventureUs will be open by appointment only. This property currently has a convenient doorbell at the main retail entrance for custom drop-offs and pick-ups.

Pollution
This sewing operation will not create any environmental pollution concerns for Washburn. Part of the business operations mission is to be mindful of the inherent environmental concerns created within the textile industry and do what I can to minimize it. We will recycle and manage our waste responsibly.
No undue water usage or waste is anticipated.

Noise
This sewing operation will not operate at a noise nuisance level, certainly not any louder than the neighboring Patsy's bar.

Vehicle and Parking Concerns
Employees will be required to park off-site as to not create undue demand for Bayfield street parking. This property has a back parking area that can fit 8 vehicles as well as nearby side street parking.
This property has alley access for deliveries; no semi-truck deliveries are intended. I will also maintain a PO Box for regular mail and packages.

Façade and Surroundings
I intend to keep a clean, visually appealing storefront with well-kept surrounding green space. I will be responsible for keeping the sidewalk free of weeds, trash, and obstructions. Operation plans do not forsee any inhibitor to foot traffic on Bayfield Street.
I intend to do regular maintenance and improvements on the property. A new roof is scheduled within five years as well as upper level window replacements.
I will be respectful to the adjacent residential house that borders this properties green space. I will be responsible for keeping the property well-kept but not invite unnecessary traffic to their property.

Safety
There are two exits on the main floor as well as an easily accessible basement exit. The upper apartments have a completely separate entrance/exit.
Fire detectors and extinguishers will be installed and maintained to meet safety standards.
The main retail space is currently wheelchair friendly.

Feel free to contact me with any questions.
Sincerely,
Amy Trimbo

March 27th, 2019

To: City of Washburn Zoning Administrator
Regarding: Application for Conditional Use Permit
Property: 324 West Bayfield St, Washburn WI 54891
Tax ID: 33122

I have an accepted offer to purchase this property with a contingency on approval for a light manufacturing conditional use permit.

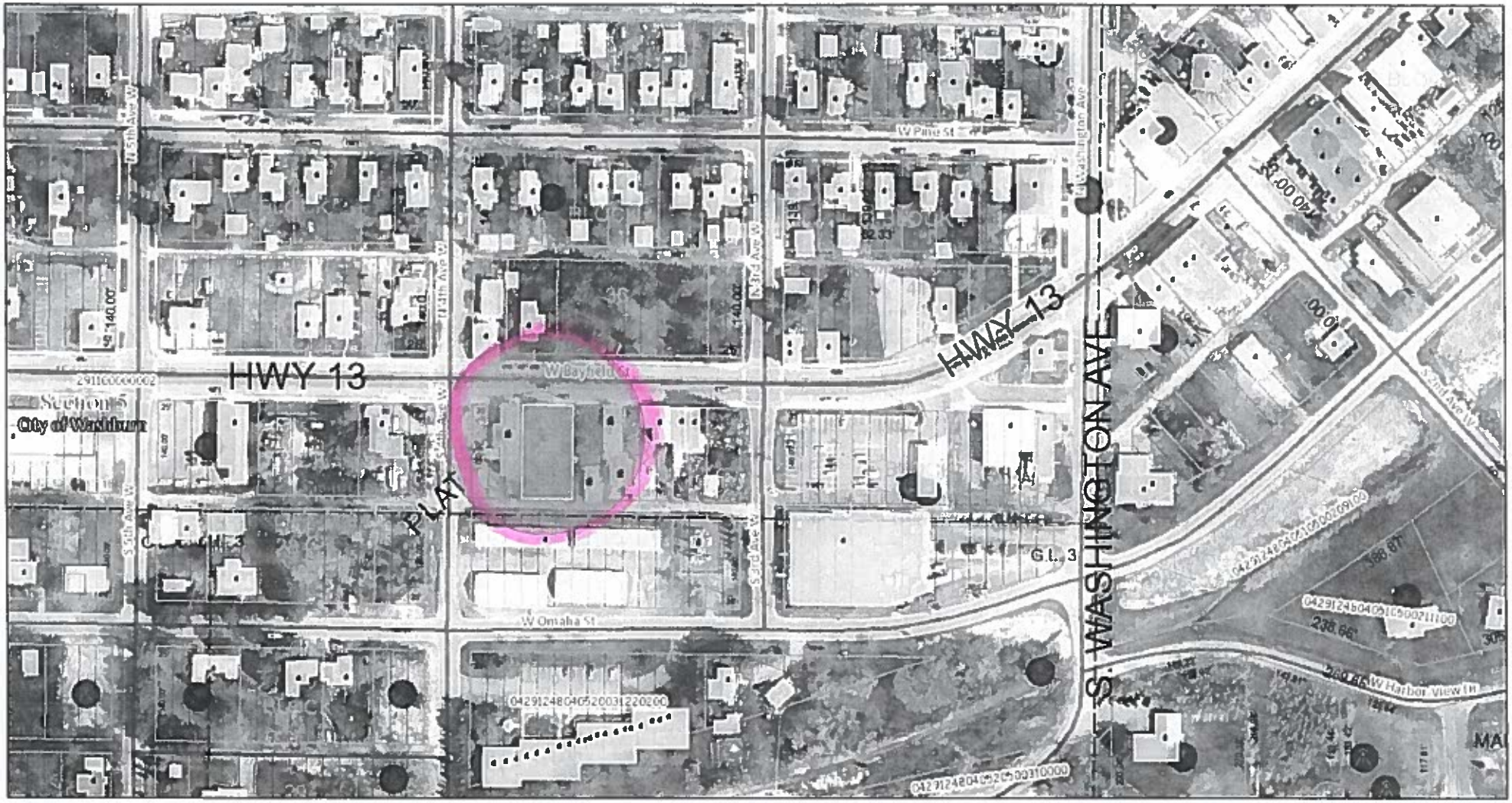
The manufacturing would include production of clothing accessories, custom sewing, and repairs using sewing machines. This process is not to exceed a nuisance noise level to both neighboring business and residences nor downtown foot traffic.

No new construction plans are intended with this application.

Sincerely,

Amy Trimbo
Owner, Sewist
AdventureUs LLC
amytrimbo@gmail.com
(715) 209-4057

Bayfield County Web AppBuilder



3/27/2019, 11:40:50 AM

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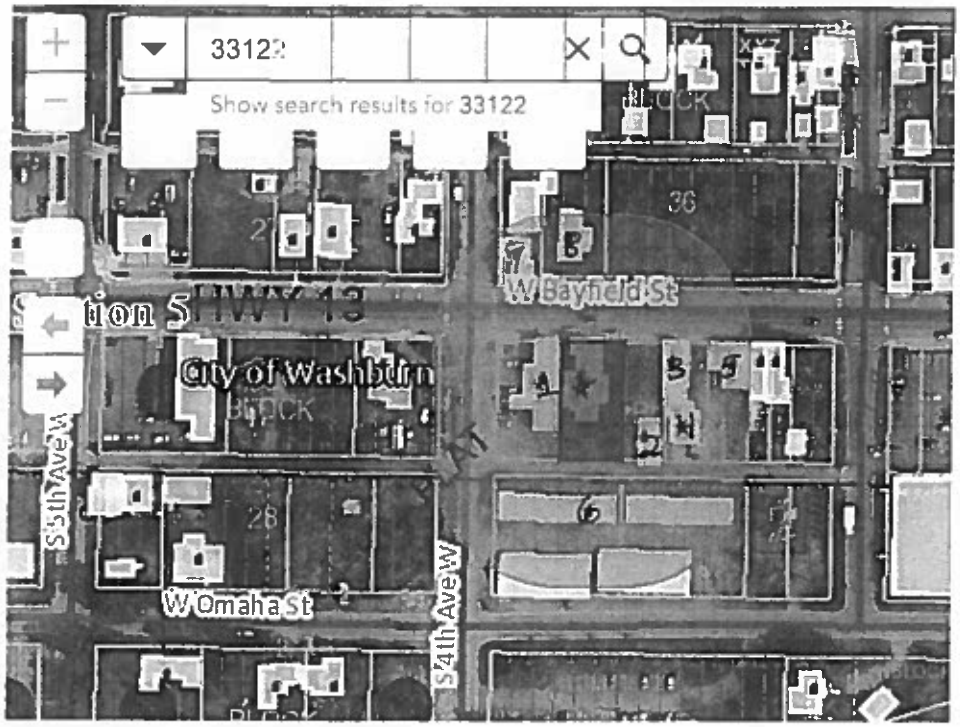
0 0.03 0.07 0.13 km

Ashland Co Parcels
Douglas Co Parcels
Rivers
Lakes
Tie Lines
Meander Lines
Approximate Parcel Boundary
Section Lines
Government Lot
Municipal Boundary
Red Cliff Reservation Boundary
All Roads
Federal
State
County
Town
CFR
Private
Survey Maps
UnRecorded Map
Recorded Map
Corner Tie Sheets
Section Corner Monument on File
Section Corner Monument Referenced on Survey
Building Footprint Outline 2009-2015
Changed
Demolished
Existing
New
Unknown

Bayfield County, Bayfield County Land Records

Web AppBuilder for ArcGIS
Bayfield County | Bayfield County Land Records |

Bayfield County Land Records and GIS 1.2



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By Shape By Value B

Optionally apply a search distance:

150 Feet

Search features of:

Parcels

Using one of these spatial relationships:

0 100 200ft

Parcel Owner: GEORGE W & BARBARA H ENGELHARD 1

NOVUS - Tax and Property Information
TaxID#: 33121
Name: GEORGE W & BARBARA H, ENGELHARD

Site Address (Physical Address): 328 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: 77905 WASHINGTON AVE, WASHBURN, WI, 54891

Last Tax Amount: $2,699.47
Est Fair Mrkt Val Imp: $102,700.00
Est Fair Mrkt Val Land: $21,500.00
Total Imprvmnt Value: $107,500.00
Total Land Value: $22,500.00
Sale Amount: $115,000.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 1-3, BLK 35
GIS Acres: 0.24 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

Parcel Owner: SHIRLEY A & WILLIAM T ARNTSEN REV TRUST (2)

NOVUS - Tax and Property Information
TaxID#: 33123
Name: ARNTSEN, SHIRLEY & WILLIAM &, BEEKSMA, JOYCE & JACOB

Site Address (Physical Address): 320 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: 1677 WALDO RD, TWO HARBORS, MN, 55616

Last Tax Amount: $712.93
Est Fair Mrkt Val Imp: $29,900.00
Est Fair Mrkt Val Land: $5,400.00
Total Imprvmnt Value: $31,300.00
Total Land Value: $5,600.00
Sale Amount: $0.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 7-8, BLK 35
GIS Acres: 0.16 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

Parcel Owner: GARY R & KARLYN G HOLMAN (3) + (4)

NOVUS - Tax and Property Information
TaxID#: 36206
Name: GARY R & KARLYN G, HOLMAN

Site Address (Physical Address): 318 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: 116 E 5TH ST, WASHBURN, WI, 54891

Last Tax Amount: $3,160.36
Est Fair Mrkt Val Imp: $130,500.00
Est Fair Mrkt Val Land: $14,300.00
Total Imprvmnt Value: $136,600.00
Total Land Value: $15,000.00
Sale Amount: $0.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 9 & 10 BLOCK 35
GIS Acres: 0.16 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

Parcel Owner: DALE HANSON (5)

NOVUS - Tax and Property Information
TaxID#: 33125
Name: HANSON, DALE &, STENSVAD, LOIS

Site Address (Physical Address): 310 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: PO BOX 677, WASHBURN, WI, 54891

Last Tax Amount: $2,195.90
Est Fair Mrkt Val Imp: $87,300.00
Est Fair Mrkt Val Land: $14,300.00
Total Imprvmnt Value: $91,400.00
Total Land Value: $15,000.00
Sale Amount: $135,000.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 11-12, BLK 35
GIS Acres: 0.16 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

Parcel Owner: TIMOTHY M & JANE M COOK 6

NOVUS - Tax and Property Information
TaxID#: 33133
Name: TIMOTHY M & JANE M, COOK

Site Address (Physical Address): 331 W OMAHA ST, WASHBURN, WI, 54891

Mail Address: PO BOX 295, WASHBURN, WI, 54891

Last Tax Amount: $3,488.96
Est Fair Mrkt Val Imp: $138,100.00
Est Fair Mrkt Val Land: $21,500.00
Total Imprvmnt Value: $144,500.00
Total Land Value: $22,500.00
Sale Amount: $0.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 27-32, BLK 35
GIS Acres: 0.48 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

Parcel Owner: DOUGLAS N AMENT 7

NOVUS - Tax and Property Information
TaxID#: 33144
Name: DOUGLAS N, AMENT

Site Address (Physical Address): 331 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: PO BOX 111, WASHBURN, WI, 54891

Last Tax Amount: $1,762.74
Est Fair Mrkt Val Imp: $67,900.00
Est Fair Mrkt Val Land: $14,300.00
Total Imprvmnt Value: $71,100.00
Total Land Value: $15,000.00
Sale Amount: $0.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 31-32, BLK 36
GIS Acres: 0.16 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

Parcel Owner: KATHERINE U MARTIN (8)

NOVUS - Tax and Property Information
TaxID#: 33143
Name: KATHERINE U, MARTIN

Site Address (Physical Address): 325 W BAYFIELD ST, WASHBURN, WI, 54891

Mail Address: 325 W BAYFIELD ST, WASHBURN, WI, 54891

Last Tax Amount: $1,024.47
Est Fair Mrkt Val Imp: $41,200.00
Est Fair Mrkt Val Land: $8,000.00
Total Imprvmnt Value: $43,100.00
Total Land Value: $8,400.00
Sale Amount: $0.00
Sale Date:
Deed Vol Page:
Deed Document#:
Section: 05 Town: 48 Range: 04
Municipality: CITY OF WASHBURN
School District: WASHBURN
Short Description: LOTS 28-30, BLK 36
GIS Acres: 0.24 Deed Acres: 0.00
Parcel Problem Area Note: PARCELS ALIGNED TO AERIAL PHOTO

CITY OF WASHBURN
PO BOX 638
WASHBURN, WI 54891

Receipt Nbr: 27824
Date: 3/27/2019
Check

RECEIVED FROM AMY TRIMBO $150.00

Type of Payment	Description	Amount
Accounting	ZONING PERMITS	150.00
	CUP APPLICATION AMY TRIMBO	

TOTAL RECEIVED 150.00

CITY OF WASHBURN
CONDITIONAL USE PERMIT

A Conditional Use Permit is hereby granted, pursuant to Title 13, Chapter 1, Article 7, Division 3 of the City of Washburn Zoning Ordinance to Amy Trimbo (hereinafter User), in respect to property currently zoned C-3, Downtown Commercial District, herein referred to as Subject Property, described as:

Street Address: 3324 W Bayfield Street

Legal Description: ORIGINAL TOWNSITE OF WASHBURN, LOTS 4-6, BLOCK 35 IN V.994 P.727 365

Tax ID: 33122 **PIN:** 04-291-2-48-04-05-2 00-312-20500

This Conditional Use Permit (Manufacturing) is granted for the purpose of permitting the User, and only the User, to engage in the permitted use set forth immediately below:

1. To operate a manufacturing service in accordance with Section 8-476 of the City of Washburn Zoning Code.

This Conditional Use Permit is subject to the following special conditions:

1. This Conditional Use Permit is issued exclusively to the User, does not run with the land for which it is issued, and may not be sold, conveyed, assigned or otherwise transferred to any other person or entity. This permit will be effective once all conditions are complied with as specified in ordinance.

2. Issuance of a Conditional Use Permit does not indicate that the City of Washburn has certified the above referenced dwelling nor has it inspected the building, nor does it ensure that it meets local, state, federal, or professional requirements or standards related to the subject use.

3. All waste container facilities on the Subject Property shall be screened from view (from adjacent streets).

4. User shall construct a sign upon the property; identifying the User's business and the property address. A sign must conform to the City's Sign Ordinance.

5. All conditional uses referred to above may be carried out upon the Subject Property between the hours of 8:00 a.m. and 8:00 p.m. seven (7) days a week.

6. The Common Council for the City of Washburn may at some future date require regular review and renewal of Conditional Use Permits or otherwise change the Conditional Use Permit Ordinances. The holder of the permit may be subject to permit termination and/or renewal at the discretion of the Common Council or its designee. Holder of the permit may be subject to additional ordinance requirements and expense in that event.

Statement on the nature of the approval:

In approving this Conditional Use Permit, the Plan Commission confirmed the size of the parcel was not an issue, the use is compatible, the location of the use on the property is not a concern, traffic safety should not be a problem, it is a suitable additional use, there are no negative impacts on the environment known of, concerns with impacts on the neighbors were discussed and guest rules will be posted to help address these concerns, and it would not impede the normal development. The Common Council adopts these findings.

Appeal rights for applicant and other aggrieved persons:

Within 30 days of the decision date, a written appeal, including the reasons for the appeal, must be received by the City Clerk. The appeal process will follow the procedure outlined in 13-1-7-23 of the zoning ordinance.

_____ _____

Amy Trimbo Date

Personally came before me this _____ day of _____, 2019, the above-named Amy Trimbo, to me known to be the person who executed for the foregoing instrument and acknowledge the same.

_____

Notary Public, Bayfield County, Wisconsin

My commission expires: _____

_____ _____

Richard Avol, Mayor Date
City of Washburn

Personally came before me this _____ day of _____, 2019, the above-named Richard Avol, known to be the person who executed for the foregoing instrument and acknowledge the same.

_____

Notary Public, Bayfield County, Wisconsin

My commission expires: _____

_____ _____

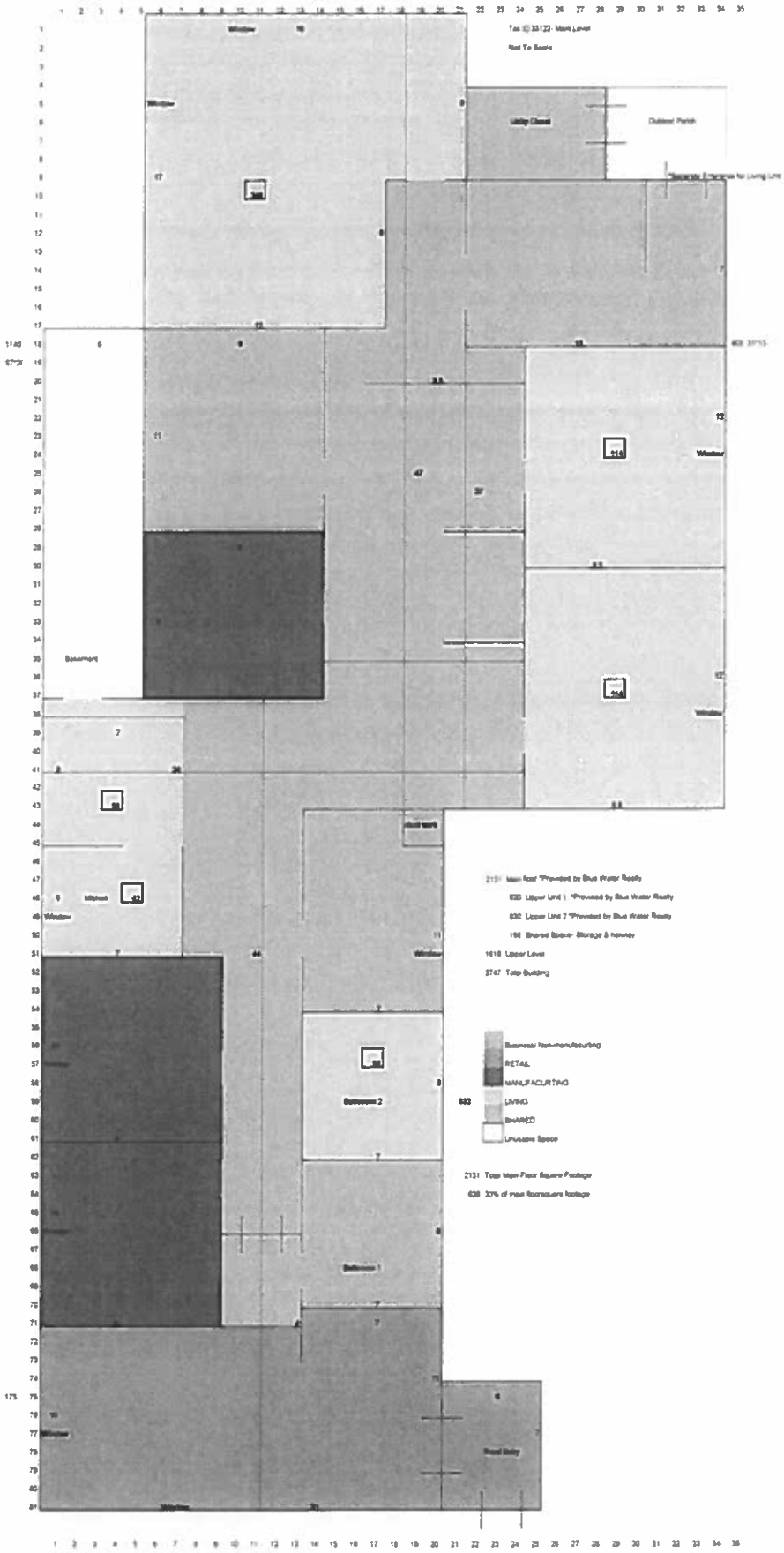
Scott J. Kluver, Zoning Administrator Date
City of Washburn

Personally came before me this _____ day of _____, 2019, the above-named Scott J. Kluver, known to be the person who executed for the foregoing instrument and acknowledge the same.

_____

Notary Public, Bayfield County, Wisconsin

My commission expires: _____


Tax ID 33123 - Main Level
Not To Scale
Outdoor Patch
Basement
Bathroom 2
Bathroom 1
Main Roof *Provided by Blue Water Realty
Upper Unit 1 *Provided by Blue Water Realty
Upper Unit 2 *Provided by Blue Water Realty
Shared Space- Storage & hallway
Upper Level
Total Building
Business/ Non-manufacturing
RETAIL
MANUFACURTING
LIVING
SHARED
Unusable Space
Total Main Floor Square Footage
30% of main floorsquare footage

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891

715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and City Council Members

From: Scott J. Kluver, SJK Administrator

Re: Vacating Request of All Alleys in Blocks 18 and 23 of Dupont Park Addition

Date: March 28, 2019

Enclosed you will find a request to vacate all alleys in Blocks 18 and 23 of the Dupont Park addition to the City of Washburn. There is only one short alley in Block 23 adjacent to lots 1-4, and in Block 18 it is a T-shaped alley adjacent to all lots.

The story behind this request is that the two petitioners decided it would be in both of their best interests to clean up an encroachment issue in having part of a structure on the other person's property. In preparing a Certified Survey Map to correct this, it was discovered that the alleys were never vacated either. So, in Block 23, the house and the garage are separated by a platted but unopened alley, and in Block 18, the alleys would need to be vacated to fit a home on the property that fits in with how the neighborhood has developed. By vacating the alleys, the surveyor can create one large block of land for each property owner that meets proper setbacks and dimensional standards.

I have no objection to this vacating request as it helps to clean up an issue for this small area. No land-locked parcels will be created by this request. As many have heard me comment on this issue before, the entire DuPont Park subdivision should have been re-platted to standards that were desired at the time this area was opened to development. Unfortunately, I can not change what should have been done decades ago. There will likely be future requests for vacating alleys on these blocks as there are other encroachment issues throughout the subdivision. In order for many people to get clean titles in the future, because there is more scrutiny on this issue than there was in the past, others will likely have to go through this process as well.

At this time, a copy of the recorded petition of the intent to vacate is outstanding; however, I will be working with the petitioners to get this done. In addition, there will need to be a review of the utility easements, if any, in the area.

If the Council is receptive to this vacating request, the matter should be referred to the Plan Commission and authorization to publish the public hearing notice should be given. Please let me know if you have any questions on this request.

The City of Washburn is an equal opportunity provider, employer, and lender.

PETITION FOR VACATION OF ALLEY(S) OR STREET(S)
CITY OF WASHBURN, WISCONSIN

To: Mayor, Common Council and City Plan Commission of the City of Washburn, WI 54891

I (We), the undersigned, do hereby petition the City of Washburn to vacate (give street name or general location of street alley:

ALL alleys within Block 18 & Block 23 of Bryant Park Addition to the City of Washburn, Bayfield County, WI (Tax ID 32689, 32695, 32696)

IN SUPPORT THEREOF, the following facts are hereby presented:

1. **THERE IS ATTACHED a sketch or copy of the plat of the area which depicts the requested vacation. (Map showing the vacation must agree with legal description of property listed in #2 below).**

2. **The property abutting the proposed vacation is legally described as:**

_____

_____

_____

3. **Abutting property owner(s) and mailing addresses (see #2 Procedures for Vacation):**

1. _____

_____

2. _____

_____

3. _____

_____

4. _____

_____

5. _____

_____

4. For all vacations other than unpaved alleys: Property owner(s) and mailing addresses for at least 1/. of the 2650 feet from each end of the section of road to be vacated (see #2 Procedures for Vacation):

1. _____

_____

2. _____

_____

3. _____

_____

4. _____

_____

6. _____

5. The undersigned petitioner(s) hereby agree to accept said property described above and shown on the attached sketch or plat, subject to conditions set forth by the City Council and City zoning regulations and including, but not limited to, the right of the City of Washburn and/or utility companies to retain any easement, drainageway, or floodplain land for the purpose of maintaining, conducting or constructing any required existing or future services or facilities on said easement which would serve or protect the public.

6. That the facts presented herein and attached hereto are true and correct to the best of my (our) knowledge.

Submitted this 20 day of March, 20 19.

CIRCULATOR OF THIS PETITION:

James R. Bratley
(Signature)

Please Print Below:

James R. Bratley
Name of Petitioner

31880 Friendly Valley Road Washburn, WI 54891
Address

715-373-2714
Telephone

STATUS (Check Below):

X Property Owner _____ Option Holder X Owner's Authorized Agent
_____ Contract Purchaser

CO-PETITIONER (If Any):

Debra Barnhardt
Signature

Please Print Below:

Debra Barnhardt
Name

1003 Grandview Blvd
Address

715 812 1166
Telephone

FEES:

$250 minimum for an alley; $400 minimum for a street - due on filing; non-refundable.

SUBMIT MINIMUM FEE WITH PETITION. (Details regarding fees and the balance due, if any, are found in "Procedures for Vacation" which is given to the applicant with the petition).

SUBMIT ALL ATTACHMENTS. FAILURE TO DO SO MAY RESULT IN THE PETITION BEING DELAYED OR RETURNED. COMPLETED PETITIONS SHOULD BE RETURNED TO THE CITY CLERK, CITY HALL, 119 WASHINGTON AVENUE, WASHBURN, WI 54891. TELEPHONE #715-373-6160 Ext. 4 WITH QUESTIONS.

Bayfield County Web AppBuilder

3/15/2019, 8:31:07 AM

1:2,051

0 0.03 0.05 0.1 mi

0 0.04 0.08 0.16 km

Bayfield County, Bayfield County Land Records

Web AppBuilder for ArcGIS

Bayfield County, Bayfield County Land Records

16'

CITY OF WASHBURN
PO BOX 638
WASHBURN, WI 54891

Receipt Nbr: 27813
Date: 3/20/2019
Check

RECEIVED FROM JAMES BRATLEY & DEBRA BARNHARDT $250.00

Type of Payment	Description	Amount
Accounting	VACATING FEES	250.00
	VACATING FILING FEE	

TOTAL RECEIVED 250.00

CITY OF WASHBURN
119 Washington Avenue
P.O. Box 638
Washburn, WI 54891

715-373-6160
715-373-6161
FAX 715-373-6148

To: Honorable Mayor and Plan Commission Members

From: Bob Anderson, Deputy Zoning Administrator

Re: Proposed Zoning Ordinance Amendment to allow for commercial greenhouse use

Date: April 11, 2019

The current ordinance allows for greenhouse use in Commercial Zoning Districts per Exhibit 8.1, Land Use Matrix. Section 8.17.15 references note 7 which further states this use may only occur with a residential use.

After discussion amongst the Plan Commission this is not the intent of the ordinance and we would like to pursue an amendment that allows for this use on a temporary basis, as done previously at IGA. Discussion lead to the requirement of an Architectural Review that would be burdensome and not the intent for a temporary structure.

Proposed Resolution

Add Section 3.18.17 definition.

3.18.17 Temporary Greenhouse. A building intended for the propagation of plants and retail sales whose roof and sides are made largely of glass or other transparent or translucent material and which the temperature and humidity can be regulated only erected and utilized on a temporary or seasonal basis.

Add Section 8.18.17 to the Land Use Matrix for Temporary Greenhouse.

Special Standard to reference 8-617
Secondary Review to include:

- Scaled Plan of existing buildings and proposed greenhouse in relation to property boundaries.
- Zoning Permit

Applicable for Zoning Districts C-1, C-2, and C-3.

Add Section 8-617 to the Ordinance defining this use to the following:

8-617 Temporary Greenhouse

(a) Use of Structure. A structure may be used to store or display products and for sale, provided the following conditions are met:

(1) **Term of Use.** The structure is only used from April 1 through November 30 and is removed no later than December 3.

(2) **Floor Area.** The floor area of the structure does not exceed 500 square feet.

(3) **Structure Height.** The height of the structure shall not exceed 25 feet or the maximum height of the principle use, whichever is less.

(4) **Structure Location.** The structure may be located no closer than 15 feet from any lot line.

(b) **Signage.** Signage shall comply with all applicable standards set forth in Article 18.

(c) If the Plan Commission and or the Common Council determines the anticipated or actual structure is detrimental to the public health, safety, or welfare, such bodies may, individually or jointly, revoke any application or previously issued permit.